

business and industrial coordinating council **bicc**

46 BRANFORD PLACE • NEWARK, NEW JERSEY 07102 • AREA CODE 201 622-0272

EXECUTIVE BOARD

CO-CHAIRMEN

William L. Hoffmann
Mrs. Ruth McClain

David B. Ruff, Executive Director

March 9, 1970

SECRETARY

Edward A. Kirk

TREASURER

George F. Birmingham

LEGAL COUNSEL

Ivin B. Bocker

COMMITTEE CO-CHAIRMEN

COMMUNITY AFFAIRS

Kenneth A. Gibson
Marshall Wolf

EDUCATION

Henry M. Boardman
Eugene Campbell

EMPLOYMENT

John W. Burton
George Wipacan, III

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George F. Birmingham
Miss Sally Carroll

MEMBERSHIP & CONSULTATION

Hugh F. Kennedy
Alvin D. Moore, Jr.

PUBLIC RELATIONS

Vincent Blunno
Steve Duncan

RESEARCH & PROGRAM

Kanyon C. Burke
Mrs. Constance M. Woodruff

TESTING

Julius Lazowski
Richard Proctor, Jr.

TRAINING

Erik Borup
Jose Sanchez

AT-LARGE MEMBERS

Donald Malfronte
Rev. Levin B. West

OTHER BICC CO-CHAIRMEN

Charles W. Garrison
C. Theodore Pinckney
Hon. George C. Richardson
Derek T. Winans

SUB-COMMITTEE CHAIRMEN

Sharpe James
Robert F. Klagge
John F. Maguire
Albert E. Meyers
Joseph E. Portenheimer

To The Executive Board of the
Business and Industrial Coordinating Council
46 Branford Place
Newark, New Jersey

Dear Board Members:

Jules

Slick Johnson was sentenced to the gallows for the excessive use of a lethal weapon.

Sitting in his cell he struggled to find words that would explain his predicament to the Governor and win a pardon. The next morning the Governor received this message in his mail.

Dear Guvenor:

They are fixing to hang me Friday and here it is Tuesday.

Respectfully,

Slick Johnson

Like Slick I too am in a predicament. The Board of Directors of the newly formed Better Business Bureau made my appointment official 5 p.m. Wednesday, March 4 and there it was Sunday and the news article. By this time I had some personal contact with some Board Members. However, this is a most dangerous way to communicate a personal message of this type. The imminent danger of not being able to reach all concerned promptly is always prevalent.

I must confess to some vacillation on my part regarding the cutting of the umbilical cord that binds me to the B.I.C.C. My stay with the BICC has been most rewarding and stimulating. I shall never forget it.

I am to be the Executive Director of the Better Business Bureau that will come into existence April 1, 1970. I made it

March 9, 1970

clearly understood to the Board of the BBB that I would stay as long as feasible to effect an orderly transition of Directorship at BICC. It is difficult to walk away from projects that I have become so closely identified with. I should prefer to regard the changing of BICC Directors as one would a relay race, continuing the operation, extended to the new Director who will pick up the pace and carry on.

To this end I have prepared an indepth summary of BICC projects now in progress. This report could serve as a reference affording the Board the means to plot progress and be fully cognizant of the immediate status of all on going endeavors.

Resigning from the BICC is a sad occasion, it would be even keener if I lost the friendship of any one Board Member. May I take this opportunity to thank you for all of the assistance, support and sincere kindness that you have demonstrated to me, and to be dolefully contrite, for the times that I tried your patience. I should like to think that our relations thus far have been mutually beneficial and sincerely hope for their continuance.

Because of your devotion and efforts on behalf of the BICC it is plain to see why the BICC has become and will continue to be one of the best known and most unique vehicles in existence for rendering assistance. Finally, I call on you to amplify your understanding to cover the hectic manner in the submission of my resignation once again. Thank you for being you.

Sincerely

Dave

David B. Ruff
Executive Director

DBR/jj

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ITEM OR
PROJECT

AMBULANCE SQUADS

LOCATIONS

DAYTON STREET, CENTRAL AND SOUTH WARDS IN NEWARK

CAMPUSES

SEE ATTACHED SCHEDULE PAGE ()

CONTRIBUTORS
TO DATE

ANONYMOUS FOUNDATION

NEWARK POLICE DEPT.

N.J. COLLEGE OF MEDICINE AND DENTISTRY

BETH ISRAEL HOSPITAL

AMERICAN RED CROSS

NEWARK HOUSING AUTHORITY

SOUTH WARD VOLUNTEER AMBULANCE SERVICE

CENTRAL WARD AMBULANCE SERVICE

DAYTON STREET AMBULANCE SERVICE

PLAZA FORD

TERESA GROTTA CENTER FOR RESTORATIVE SERVICE

THINGS DONE

1. OBTAINED MONEY FOR PROGRAM FROM ANONYMOUS FOUNDATION
2. MET WITH MED. SCHOOL PEOPLE ON THEIR PARTICIPATION
3. MET WITH POLICE DEPT. ON THEIR PARTICIPATION
4. MET WITH 8 COMMUNITY GROUPS WITH STRONG INTERESTS IN RUNNING THESE AMBULANCE SQUADS.
5. FORMED 3 AMBULANCE SQUADS (VOLUNTEER MELDING)
6. HAD AMBULANCE PACKAGE CHECKED BY CATHERINE HULDRON
7. HAD AMBULANCE VEHICLE CHECKED BY KEN KUBICKI
8. EMERGENCY EQUIPMENT CHECKED BY HEWARK EMERGENCY POLICE
9. PRICES CHECKED AND DETERMINED BY GEORGE BIRMINGHAM
10. ORDERED 3 NEW AMBULANCES
11. POLICE COMMUNITY RELATIONS ESTABLISHED AS THE CREDENTIALS COMM.
12. THE FOLLOWING SCHEDULE WAS ARRANGED FOR THE TRAINING FOR STANDARD FIRST AID CARDS AND ADVANCED FIRST AID CARDS.

1. PLACE - 710 HIGH STREET
2. DAYS OF WEEK - MONDAY - TUESDAY - THURSDAY
3. STARTING DATE - FEBRUARY 23, 24, 26
4. TIME - 7:30 P.M. TO 9:30 P.M.

THERE WILL BE NO CHARGE FOR THIS TRAINING. EACH PARTICIPANT WILL BE REQUIRED TO PURCHASE ONE TEXT BOOK FOR .75¢.

THE COURSE WILL RUN FOR 13 WEEKS, 10 HOURS WILL BE REQUIRED FOR STANDARD FIRST AID CARDS, AND ADDITIONAL 16 HRS. FOR THE ADVANCED FIRST AID CARD.

THINGS TO DO

1. ORDER UNIFORMS
2. DECORATE GARAGES
3. ORDER RADIOS (SHORT WAVE)
4. ORDER HOT PLATES
5. ORDER CUPS (PLASTIC)
6. ARRANGE FOR LETTERING ON AMBULANCES (NAMES OF SQUADS)
7. ORDER BIG NAME PLATES FOR AMBULANCE
8. GET MARTIN, BOBBY AND JOHN NAME PLATES
9. ARRANGE FOR PUBLIC DEDICATION CEREMONY
10. ARRANGE FOR TELEPHONES
11. ARRANGE FOR INSURANCE
12. HAVE FORMS DESIGNED
13. HAVE FORMS PRINTED

CONFERES

MR. MAX STEINGERG	CAPT. 5TH PRECINCT
MR. EDWARD WILLIAMS	CAPT. 4TH PRECINCT
MR. GEORGE HIBECAN III	PRUDENTIAL INSURANCE COMPANY
MR. HARVEY JOHNSON	PRUDENTIAL INSURANCE COMPANY
MR. TONY LAMA	PLAZA FORD SALESMAN
MR. BERT BLAND	NEWARK HOUSING AUTHORITY
MRS. CATHERINE MULDRON	PROFESSOR-NURSING RUTGERS UNIVERSITY AND SOUTH SIDE RESCUE SQUAD
LT. OTIS BARNES	4TH PRECINCT POLICE COMM. RELATIONS
LT. JOHN DUNSMIERE	3RD PRECINCT POLICE COMMUNITY RELATIONS
DET. CURTIS GILMORE	POLICE COMMUNITY RELATIONS
DET. CHARLES MECKS	POLICE COMMUNITY RELATIONS
MR. DAVID RUFF	EXECUTIVE DIRECTOR B.I.C.C.
LT. TED HOWARD	COMMANDER POLICE COMMUNITY RELATIONS
MR. DOMINIC SPINA	DIRECTOR NEWARK POLICE
DR. CLYDE SULLIVAN	N.J. COLLEGE OF MEDICINE AND DENTISTRY
MR. CHARLES REICHHOLD	N.J. COLLEGE OF MEDICINE AND DENTISTRY
MR. PRESTON THEALL	N.J. COLLEGE OF MEDICINE AND DENTISTRY
MR. ROBERT ELIJAH	BETH ISRAEL HOSPITAL
MR. MAURICE BERNARDIK	BETH ISRAEL HOSP. DIR. PUBLIC RELATIONS
MR. COURTNEY WEEKS	C.H.A.I.N.
MR. DAVID DENTON	AMERICAN RED CROSS
MR. ROLAND HILL	AMERICAN RED CROSS SAFETY DIRECTOR
MRS. MAUDIE NELSON	DAYTON STREET COMMUNITY COUNCIL
MRS. DORA MAZUR	DAYTON STREET COMMUNITY COUNCIL
MR. JOSEPH SIVOLELLO	DIRECTOR NEWARK HOUSING AUTHORITY
MR. ALBERT MIKULI	AMERICAN RED CROSS FIRST AID INSTRUCTOR
DET. THOMAS HEDGES PETH	NEWARK EMERGENCY POLICE

CONFREES

DET. AL RENZO

INSPECTOR JOSEPH MANGHISI

MR. ANTHONY BARRAS

MR. KENNETH KUBICKI

MR. GEORGE BIRMINGHAM

POLICE COMMUNITY RELATIONS 3RD PRECINCT

NEWMARK POLICE

CHIEF OF POLICE NEWMARK

WESTERN ELECTRIC ENGINEER (COMMUNITY)

B.I.C.C. TREASURER

COMMUNITY ORGANIZATIONS REPRESENTED IN FIREFIGHTER SQUADS

1. AREA BOARD #3
2. AREA BOARD #4
3. AREA BOARD #5
4. BOYS CLUB (SOUTH WARD)
5. BOY SCOUTS OF AMERICA
6. BRAGAN AVENUE CIVIC ASSOCIATION
7. BERGET STREET P.T.A.
8. CINCINNATI AVENUE P.T.A.
9. CLINTON PLACE JR. HIGH P.T.A.
10. CLINTON HILL COMMUNITY COUNCIL
11. C.O.R.E.
12. CIVIL MOBIL PATROL
13. CLINTON PLACE BLOCK ASSOCIATION
14. C.I.A.I.N.
15. DAYTON COMMUNITY COUNCIL
16. FIFTH PRECINCT COMMUNITY COUNCIL
17. FOURTH PRECINCT COMMUNITY COUNCIL
18. HAWTHORNE AVENUE P.T.A.
19. MAPLE AVENUE P.T.A.
20. KENYON HUMAN RIGHTS COMMISSION
21. KENYON CITY COUNCIL (REV. SHARPER)
22. RESHINE AVENUE P.T.A.
23. POLICE COMMUNITY RELATIONS
24. SCHUMLER AVENUE BLOCK ASSOCIATION
25. SOUTH WARD FIREFIGHTER SQUAD (FORMERLY)
26. SPRINGFIELD AVENUE COMPLAINT BUREAU

COMMUNITY ORGANIZATIONS REPRESENTED IN FINAL AMBULANCES SQUADS

- 27. SOUTH WARD LITTLE LEAGUE
- 28. THIRD PRECINCT COMMUNITY COUNCIL
- 29. NEEDHAM AVENUE P.T.A.

FRANKLIN STANDARD AMBULANCE CONVERSION OF FORD CUSTOM CLUB WAGON

This conversion is performed on the 105.5" or 123.5" wheelbase 5-passenger Custom Club Wagon. If auxiliary seat is required next to driver, order flip-up type from Ford Motor Company with vehicle.

STANDARD SPECIFICATIONS:

1. Remove roof lining and side window moldings and replace after insulating roof and walls.
2. Stationary steel partition back of engine compartment with sliding safety glass window and finger-grip in center section and stationary window in each side section.
3. Relocate spare tire and carrier in driver's compartment.
4. Cover floor in load compartment with 1/2" exterior grade plywood; cement high-grade inlaid vinyl to plywood and trim with aluminum.
5. Full length steel storage locker (64" long on 105.5" W.B. or 34" long on 123 15" W.B.) with back-rest and hinged foam rubber seat upholstered with vinyl plastic; immobilize second side cargo door.
6. Ferno-Washington 409F chair cot, rubber tired wheels, foot and arm rests, chrome plated remote control cot-holder attached to steel wheelhousing enclosure; polyurethane foam mattress.
7. Additional dome light in patient's compartment.
8. Spacious steel medicine and utility cabinet with drop doors and chrome-plated locking handles above wheelhouse enclosure with storage shelf between.
9. Two (2) one quart Thermos bottles with chrome-plated holder brackets.
10. Full width formed diamond plate rear bumper step.
11. Roof reinforced with steel braces; hooks, webbing straps and snappers and chrome plated side wall brackets for 4-point suspension of auxiliary stretcher.
12. Folding, collapsible stretcher with supporting legs.
13. Steel bladed 2-speed electric fan in patient's compartment with chrome-plated wire guard.
14. Chrome-plated spotlight mounted on roof at rear with reinforced bracket.
15. Chrome-plated siren with front and rear red flashing lights with solenoid operated switch on instrument panel; reinforcement plates under roof panel.
16. Static roof ventilator with adjustable grille and plywood filler panel.
17. Chrome-plated grab handle attached to rear post on right side.
18. Chrome-plated ruby red marker light on each side.
19. The word "AMBULANCE" or "AMBULANCIA" lettered on front and rear of vehicle; Red Cross or Crescent painted on rear quarter window on each side.

Franklin reserves the right to change specifications without notice.

RECOMMENDED 1970 FORD CUSTOM CLUB WAGON SPECIFICATIONS

The following list of recommended specifications is to guide the Ford dealer in selecting the proper chassis equipment for an efficient and well balanced ambulance for operation under most prevalent conditions. Where special conditions necessitate additional heavy duty items, we suggest that the dealer refer to the Ford truck data book for further assistance.

CHASSIS SPECIFICATIONS

Ford Custom Club Wagon 5 - passenger model w/105.5' or 123.5' W.B.
302 - V8 engine w/11 clutch
3300# front axle
4800# rear axle
1250# front springs
1950# rear springs
12 x3 front brakes
12 x 2 1/2 rear brakes
Heavy duty front & rear shocks
70 amp battery
55 amp alternator
Tires (8.00 x 16.5 - 8 ply)
Wheels (8 - hole disc, 16.5 x 6.00)
Ammeter and oil pressure gauges
Painted White (or color of choice)

AMBULANCE DIMENSIONS:

<u>105.5' W.B.</u>	Overall length - 173' Overall width - 79.5" Overall height - 89' (including siren) Interior length behind partition - 90' Interior height - 52' Interior width at mid-point between roof & floor - 68.3'
<u>123.5' W.B.</u>	Overall length - 191' Interior length behind partition - 108' All other exterior and interior dimensions same as above Added weight for conversion approximately 250# All dimensions are quoted as approximate

THE SOUTHSIDE NEWARK AMBULANCE SQUAD

Officers

Willie Pouse, President 151 Goldsmith Avenue Newark, N.J.	923-4961	Valeria Anderson, Secretary 172 Goldsmith Avenue Newark, N.J.	923-5920
Mollie Dawkins, Vice President 159 Goldsmith Avenue Newark, N.J.	926-2920	Archie Wilkinson, Treasurer 10 Edwin Place Newark, N.J.	926-0632

Trustees

Robert Elijah 233 Lehigh Avenue Newark, N.J.	923-4722	W. A. Hodge 231 Goldsmith Avenue Newark, N.J.	
Richard McLish 289 Schley Street Newark, N.J.	923-2335	John Creews 45 Weequahic Avenue Newark, N.J.	926-4073
Howard B. Muldrow 260 Lehigh Avenue Newark, N.J.	923-7473	Maurice Bernardik 44 Manor Road Livingston, New Jersey	

Applicants

Albert Little 297 Weequahic Avenue Newark, N.J.	923-8030	Thomas Hunter 26 Schuyler Avenue Newark, N.J.	374-3129
Tony Grandison 299 Vassar Avenue Newark, N.J.	926-4006	Horace P. Sharper 39 Girard Place Newark, N.J.	373-1377
Archibald Wilkinson 10 Edwin Place Newark, N.J.		Valeria Anderson 172 Goldsmith Avenue Newark, N.J.	923-5920
Jennie Lemon 242 Pomona Avenue Newark, N.J.	923-9109	Ellastine Heyward 213 Pomona Avenue Newark, N.J.	923-7946
Robert Elijah 233 Lehigh Avenue Newark, N.J.	923-4722		

MAILING LIST

<u>NAME</u>	<u>ADDRESS</u>	<u>ORGANIZATION</u>
Archie Wilkinson	10 Edwin Place Newark, New Jersey	Bragaw Avenue Civic Association
Maudie Nelson	67 Hanford Street Newark, New Jersey	Dayton Community Council
Dora Mazur	31 Van Vechten Street Newark, New Jersey	Dayton Community Council
Jesse Allan	471 Clinton Avenue Newark, New Jersey	Area Board #3
Francis Ford	555 Elizabeth Avenue Newark, New Jersey	Area Board #9
Sharpe James	38 Wilbur Avenue Newark, New Jersey	Weequahic Community Council
John Williams	400 Hawthorne Avenue Newark, New Jersey	Boys Club (South Ward)
William Hargwood	132 Mapes Avenue Newark, New Jersey	Scouts of America
James Hooper	148 Goldsmith Avenue Newark, New Jersey	CORE
Herbert Calloway	142 Hobson Street Newark, New Jersey	Southward Little League
Curtiss Gilmore	184 Pomona Avenue Newark, New Jersey	Police Community Relations
David Campbell	758 South Eleventh Street Newark, New Jersey	Clinton Hill Community Council
Mary Sanders	960 Frelinghuysen Avenue Newark, New Jersey	Area Board #4
Hickman Holmes	15 Nairn Place Newark, New Jersey	Newark Human Rights Commission
Earl Crews	45 Weequahic Avenue Newark, New Jersey	Southward Ambulance Squad (formerly)
Johnny Johnson	278 Seymour Avenue Newark, New Jersey	Democratic South Ward Chairwoman
Connie Woodruff	10 Ludlow Street Newark, New Jersey	Amsterdam News

<u>NAME</u>	<u>ADDRESS</u>	<u>ORGANIZATION</u>
John Ponder	236 Custer Avenue Newark, New Jersey	Civil Mobile Patrol
Horace P. Sharper	39 Girard Place Newark, New Jersey	Southward Councilman
Donald Payne	14 Bock Avenue Newark, New Jersey	Maple Avenue P.T.A.
Rev. Mark Gibson	327 Meeker Avenue Newark, New Jersey	Weequahic Avenue P.T.A.
William Twyman	35 Goldsmith Avenue Newark, New Jersey	Bragaw Avenue P.T.A.
Julia Woods	279 Leslie Street Newark, New Jersey	Chancellor Avenue P.T.A.
Otis Allen	309 Avon Avenue Newark, New Jersey	Clinton Place Junior High P.T.A.
Mrs. George Lane	836 Hunterdon Street Newark, New Jersey	Peshine Avenue P.T.A.
Beatrice Smith	103 Goodwin Avenue Newark, New Jersey	Hawthorne Avenue P.T.A.
Janet Edwards	164 Watson Avenue Newark, New Jersey	Bergen Street P.T.A.
Steve Minatee	14 Edwin Place Newark, New Jersey	Clinton Place Block Association
Rosetta Newbry	806 South Sixteenth Street Newark, New Jersey	Fifth Precinct Community Council
Richard McLish	289 Schley Street Newark, New Jersey	Weequahic Community Council
Cleo Pringle	15 Irving Avenue Newark, New Jersey	Weequahic Community Council
John Kegler	271 Leslie Street Newark, New Jersey	Area Board #9
James Treadwell	176 Wainwright Street Newark, New Jersey	Area Board #9
Thomas Hunter	26 Schuyler Avenue Newark, New Jersey	Schuyler Avenue Block Association

Mollie Dawkins	159 Goldsmith Avenue Newark, New Jersey	Area Board #9
Bernie Adams	153 Lehigh Avenue Newark, New Jersey	Weequahic High School Boosters
Clinton Reynolds	266 Leslie Street Newark, New Jersey	Weequahic Community Council
Losco Holloman	885 Hunterdon Street Newark, New Jersey	Volunteer
Robert Elijah	233 Lehigh Avenue Newark, New Jersey	Weequahic Community Council
James Sedgwick	153 Watson Avenue Newark, New Jersey	Volunteer
Fredie Hincey	104 Lyons Avenue Newark, New Jersey	
Thelma McCummings	106 Lyons Avenue Newark, New Jersey	

RECRUITMENT COMMITTEE

Ellastine Heywood, Chairwoman 213 Pomona Avenue Newark, New Jersey	Rabbi Oscar Kline 215 Chancellor Avenue Newark, New Jersey
Archie Wilkinson 10 Edwin Place Newark, New Jersey	James Treadwell 176 Wainwright Street Newark, New Jersey
Mrs. Warren O'Cause 791 South Fifteenth Street Newark, New Jersey	

FIRST AID COURSE OF DAYTON COMMUNITY COUNCIL

MRS. MARY HOLLEY	83 Court Street	642-5744	7 p.m.
MRS. PHILLIPS	71 Hanford Street	824-3522	2 p.m. Saturday
MRS. W. M. MCCOY	122 Ludlow Street	248-4443	9 a.m.
ETHEL FREDA	120 Center Terrace	243-5692	7 p.m.
JUNE GORDINO	133 Seth Boyden Ter.	824-2606	7 p.m.
EVA JAMES	368 Dayton Street	248-3671	7 p.m. Monday
ELEANOR CAREY	368 Dayton Street	243-4241	2 p.m. Saturday
JOHN WALTON	505 Elizabeth Avenue	248-4712	7 p.m. Friday
Dora Hazur	31 Van Vechten Street	243-6138	7 p.m.
MARY DE MICELI	276 Alice Terrace, Union	964-0779	7 p.m.
MRS. COXSON	344 Dayton Street	243-2389	
MR. COXSON	344 Dayton Street	243-2389	
LORRAINE BELLINA	139 Seth Boyden	242-2769	7 p.m.
MISS ELIZABETH TIGES	84 Hanford	248-4438	7 p.m. Monday
MR. JOHN H. SMITH	Apt. 2G	243-2827	
MR. CHARLIE WOLKIN	Ant. 3G	242-7227	
MRS. ESTER USPIN	Apt. 10G	242-3531	
MRS. IDA DAWSON	Ant. 2K	248-1321	
MR. THOMAS MATHEIS	100 Ludlow St. Apt. 14F	243-6459	
MR. McKINSIE JOHNSON	Apt. 9R		
MR. ARTHUR PIERCE	Apt. 8K	243-0793	
MR. PETER SCIONONNA	Apt. 12J	243-0655	
MR. WALTER JOHNSON	Ant. 8G	824-2047	
MR. VICTOR COLLUCCI		248-0276	

AMBULANCE DRIVER AVAILABLE - Tuesday, Thursday, Sunday from noon too 6: p.m.

STELLA DURIS Ant. 4A 242-6184

AVAILABLE - for taking calls each day 6 p.m. to 10 p.m.

ANNA RAFFERTY - Available -Thursday thru Friday 10 a.m. to 2 p.m.

THE SOUTHSIDE NEWARK FIRST-AID SQUAD

APPLICANTS FOR FIRST-AID TRAINING

Valeria Anderson
172 Goldsmith Ave.
Newark, N.J.

Tony Grandison
299 Vassar Ave.
Newark, N.J.

Albert Little
297 Weequahic Ave.
Newark, N.J.

Archibald Wilkinson
10 Edwin Place
Newark, N.J.

Jennie Lemon
242 Pomona Ave.
Newark, N.J.

Robert Elijah
233 Lehigh Ave.
Newark, N.J.

Mollie Dawkins
159 Goldsmith Ave.
Newark, N.J.

Martha Rosner
102 Center Terr.
Newark, N.J.

Thelma Cummings
106 Lyons Avenue
Newark, N.J.

James Treadwell
176 Wainwright St.
Newark, N.J.

Rosetta Newby
806 South 16th St.
Newark, N.J.

Euci Howard
27 Nye Avenue
Newark, N.J.

Thomas Hunter
26 Schuyler Ave.
Newark, N.J.

Horace P. Sharper
39 Girard Pl.
Newark, N.J.

Ellastine Heywood
213 Pomona Ave.
Newark, N.J.

Hickman Holmes
15 Nairn Pl.
Newark, N.J.

Sharon Kautter
101 Center St.
Newark, N.J.

Matthew Little
879 Hunterdon St.
Newark, N.J.

Mary Freeman
5 Hawthorne Ave.
Newark, N.J.

Yvonne McClish
289 Schley St.
Newark, N.J.

Lynwood Dunas
97 Aldine St.
Newark, N.J.

David Campbell
758 South 11th St.
Newark, N.J.

Rev. Stephen Woodstock
84 Custer Ave.
Newark, N.J.

Willie Rouse
151 Goldsmith Ave.
Newark, N.J.

Fredie Mincey
104 Lyons Ave.
Newark, N.J.

CENTRAL WARD VOLUNTEER AMBULANCE SERVICE

Nathaniel Greene 242-4666
172 Waverly Ave., Apt. 1-A Newark, N.J.

Augustus Hankerson
63 Mercer St. Apt 2-G
Newark, N.J. 642-6577
Has Red Cross First Aid Card

Frank Wood
160 Bruce St.
Newark New Jersey 243-6614
Evening Training

Frank Brooks
27 Rose Terrace
Newark, New Jersey 242-1662

John Umstead
64 Broom St.
Newark, N.J.
Has Red Cross First Aid Card

John J. DeFreese
227 21st Street
Irvington, N.J.

Edgar Rose
117 Camden St.
Newark, N.J.
Evening Training

Herbie Kilerbrew
275 Perry Ave.
Union, N.J.
2 - 8 p.m. training

Robert Newton
674 High Street
Newark, N.J.
Evening training

Ptln. Shelly B. Gooden
223 W. Kinney St.
Newark, New Jersey
Will fill in as a reserve driver
in evenings when and if needed.

Eugene Jenkins
13-15 Shanley Ave.
Newark, N.J.
Evening training

Johnathon Jackson
206 Howard St.
Newark, New Jersey
Evening training

Courtney A. Weekes
347 Springfield Ave.
Newark, New Jersey
Has Red Cross First Aid Card

ITEM OR PROJECT - I.R.M./OUTGERS/B.I.C.C. - CLERICAL PROGRAM

LOCATION - SMITH HALL - ROOM 135, OUTGERS UNIVERSITY
191 WARREN STREET, NEWARK, N.J.

CONFEREES - ROGER O'CONNOR PERSONNEL-OUTGERS, NEWARK
EARL WILSON I.R.M.
REV. OLD GRAHAM I.R.M.
DAVID PUFF B.I.C.C.
IRENE MCKEY I.R.M. TEACHER
ANDREA DASH I.R.M. TEACHER
ROBERT (BOB) GRAHAM I.R.M. MANAGER
BURT WILLIAMS I.R.M. DISTRICT MANAGER

CONTRIBUTORS - INTERNATIONAL BUSINESS MACHINES
2 TEACHERS
50 SELECTRIC TYPEWRITERS
25 TYPING DESKS
50 EXECUTIVE TRANSCRIBERS
BOOKS
TAPED BELTS
PENCILS, PAPER, ETC.
4 METALAC TAPE SELECTRIC TYPEWRITERS
N. J. BELL TELEPHONE COMPANY
TELEPHONE TECHNICIAN TRAINING
SPONSORED GRADUATION LUNCHEON (50)
JOB OPPORTUNITIES
OUTGERS UNIVERSITY
25 TYPING CHAIRS
FREE USE OF CLASSROOM
B.I.C.C.
OUTREACH RECRUITMENT
GENERAL COORDINATION
JOB PLACEMENT

THINGS DONE

1. COMPLETED 2ND I.B.'S/OUTGERS/BICC - CLERICAL TRAINING PROGRAM.
2. PLACEMENT OF GRADUATES.
3. CHECK WITH EMPLOYERS - RE: FITNESS OF GRADUATES TO DO THEIR JOBS.
4. GRADUATION CEREMONY HELD AT VAIL HALL, FEBRUARY 9, 1970.

THINGS TO DO

1. ARRANGE FOR POST GRADUATION COURSE IN U.T.S.T.
2. CONDUCT FOLLOW UP ON STUDENTS IN 3 MONTHS.
3. PLAN NEW PROGRAMS WITH RAY GRAHAM, DOGER O'CONNOR & EARL WILSON.
4. COMPLETE THE PLACEMENT OF GRADUATES.
5. SET UP EVALUATION CRITERIA FOR TRAINING PROGRAM.

REMARKS

EACH GIRL TOOK HOME A SELECTRIC TYPEWRITER AND AN EXECUTIVE TRANSCRIBER FOR THE DURATION OF THE PROGRAM. LESSONS ON TAPE AND IN BOOKS WERE PROVIDED BOTH IN CLASS AND AT HOME. RECORDED LESSONS WERE PROVIDED CONCENTRATION WAS MAXIMIZED. BELIEVED TO BE THE 1ST FOR TRAINING PURPOSES IN NEW JERSEY. THE METALAC TAPE SELECTRIC TYPEWRITER ALONG WITH UNIVERSITY ATMOSPHERE AND I.B.'S. BASED TEACHERS MAKE THIS A UNIQUE AND HIGHLY SUCCESSFUL TRAINING PROGRAM. AFTER 126 CLASS HOURS THE STUDENTS TYPING RANGED FROM 38 WPM TO 70 WPM WITH A HIGH DEGREE OF ACCURACY.

ITEM OR PROJECT	COMPUTERIZED JFC BANK
LOCATION	D.I.C.C. OFFICE 46 BRADFORD PLACE
CONFERENCES	SEE ATTACHED
CONTRIBUTORS	ANONYMOUS FOUNDATION D.I.C.C. ADAPTIVE SYSTEMS INC. CLIFF MATCHING SYSTEMS NATIONAL ASSN. OF PERFS. (NAP) AMERICAN MANAGEMENT ASSN. (AMA) NEW JERSEY PERFS. ASSN. (NJPA) NEWARK BOARD OF EDUCATION NEW JERSEY STATE EMPLOYMENT SERVICE (LOCAL) NEW JERSEY STATE EMPLOYMENT SERVICE (STATE OFF) INTERNATIONAL BUSINESS MACHINES (I.B.M.) BELL LABS.

CONFEREES

DR. SAM CLEFF	CLEFF SYSTEMS
MR. MICHAEL YOUNG	ADAPTIVE SYSTEMS
MR. WILLIAM FLYNN	NAH
MR. JACQUES BRANFALD JR.	NAH
MRS. RUTH MC CLAIN	URBAN COALITION
MR. WILLIAM HOFFMAN	FIDELITY UNION BANK
MR. DAVID RUFF	BICC
MR. JOSEPH PARTENHEIMER	BICC
MR. RALPH GELLER	N.J. STATE EMPLOYMENT SERVICE
MR. CHARLES RIELLY	N.J. STATE EMPLOYMENT SERVICE
MR. MARTIN UNGAR	ADAPTIVE SYSTEMS INC.
MRS. BARBARA PARKER	BICC
MISS JACQUELINE JENNINGS	BICC
MR. HENRY BOARDMAN	WESTERN ELECTRIC - BICC EDUCATION COMMITTEE
MR. JOHN BURTON	URBAN LEAGUE - BICC EMPLOYMENT COMMITTEE
MR. GEORGE WIBECAH III	PROMUTUAL INSURANCE - BICC EMPLOYMENT COMM.
MR. ERIK BORUP	SHERING CO. - BICC TRAINING COMMITTEE
MR. GEORGE BIRMINGHAM	HAINES & CO. - BICC TREASURER
DR. BENJAMIN EPSTEIN	NEWARK BOARD OF EDUCATION
MR. ERNEST ROBINSON	N.J. ASSN. OF MFG. S., DIRECTOR
MR. ED. RITVO	NAT'L. ASSN. OF MANAGERS
MR. WILLIAM MC MILLAN	BELL LABS.
MR. WILLIAM BRINKMAN	BELL LABS.

INTRODUCTION

The Cleff Job Matching System is a unique method of matching people and jobs. It is built around the concept that in the low and semi skilled jobs, and for the low and semi skilled people there must be a common, well understood, standard "language" that can accurately describe both the person and the job.

Using private funding the Cleff Job Matching System was conceived and designed and validated in the field with representatives of the full range of employees, a substantial number of hard core unemployed, black and white, males and females, and a wide variety of jobs and industries. The resulting system and its instruments, the Self Interview Check List (SICL) for building people profiles and the Job Outline Check List (JOCL) for building job profiles, are free of cultural bias and deal with those meaningful work related tasks actually performed on the job that make the difference between success and failure. The system does the following:

- 1) Matches people and jobs based on actual work requirements telling how good a match has occurred and telling the employer and employee not only what must be done on the job but what activities, if engaged in, will probably cause failure on the job.
- 2) Predicts potential high turnover situations based on profile correlations.
- 3) Predicts training potential for an individual before the training money is spent.
- 4) Predicts "occupational maladjustment" in individuals who may appear to match a job but whose past work experiences have been such that his attitudes, work and personal habits preclude his being successful. Such individuals should receive the additional help they need, a good job and counseling.

A. Phase I Start Up and Familiarization will include the following activities.

- DONE Task I - ASI will conduct a series of 5 one day seminars to familiarize representatives of the BICC member organizations in the concepts and operation features of the Cleff Job Matching System (CJMS)
- ALMOST COMPLETE Task II - ASI will train up to 10 selected representatives of BICC member organizations in how to administer the Self Interview Check List (SICL) and Job Outline Check List (JOCL). At the outset ASI staff will actually do the work with BICC members as observer/trainees. After about one week BICC members will be performing the work with ASI staff available for consultation and trouble shooting.
- BEING DONE Task III - Part of Task II will be the collection of at least 50 JOCL's for jobs in the Newark area which represent about 250 job openings in total. These 50 JOCL's are required as a minimum for meaningful matching. The larger the job bank the better but 50 is a practical minimum for Phase I.
- DONE Task IV - ASI staff will provide training for 3 selected BICC staff in the operation of the Teletype equipment, how to match people and jobs, how to load new applicants and jobs on the system and how to deactivate closed jobs and employed people from the system. This will require three weeks of
- THINGS TO DO Task V - Under BICC control but with ASI guidance approximately 250 job applicants will complete the SICL and be matched against the 50 to 100 JOCL's stored on the system. Matching will begin when 50 JOCL's are on the system and each of the 250 job applicants will be matched against the jobs to the extent that each applicant shall have either been placed in a job or matched against the balance of the jobs at least twice as part of Phase I.
- Task VI - Five copies of a summary report will be prepared jointly by ASI and BICC reflecting the results of the Phase I activities.

B. During Phase I it is recommended that BICC control the Teletype usage in its own facility until all aspects of coordination with BICC's member organizations have been worked out.

BICC will assume full responsibility for controlling and coordinating the placement activities with its member organizations, the job applicants, employers and other related organizations. ASI will be available in a consulting role and will help to interpret results of matching and recommend appropriate operating procedures.

THINGS DONE (CHRONOLOGICALLY)

April 11, 1969 RECEIVED A NOTE FROM WILLIAM HOFFMANN ASKING ABOUT BICC INVESTIGATING THE POSSIBILITY OF A COMPUTERIZED JOB BANK.

April 24 RECEIVED ANSWER FROM JACQUES BRANHALD OF NAM AGREEING TO APPEAR BEFORE THE BICC MAY 5 GENERAL AUDIENCE TO OUTLINE THE PLAN.

May 5 WILLIAM FLYNN OF NAM CAME TO VAIL HALL AND EXPLAINED THE COMPUTERIZED JOB BANK.

June 26 DAVE RUFF MET WITH MIKE YOUGHAN AND DR. SAM CLEFF IN NEW YORK TO SEE AN INITIAL DEMONSTRATION OF THE SYSTEM.

July 17 HELD MEETING IN BICC OFFICE TO HAVE MORE EXPLANATION AND A COMPLETE DEMONSTRATION OF THE MATCHING SYSTEM.
IN ATTENDANCE: JOHN BURTON, ERIK BORUP, ALVIN MOORE, JOE PARTENHEIMER, DAVID RUFF, TOM CARLICHAE, MIKE YOUGHAN, DR. SAM CLEFF, RALPH GELLER, ROBERT FRAUENHEIM FROM ADAPTIVE SYSTEMS, ROBERT GERDER - RUTGERS, EDGAR MEGILL S.E.S. TRENTON, BESSIE MOORE - SR. OCC. ANALYST N.J.S.E.S., K.M. HOLLANDS - I.B.M., ALLEN RATHSTEIN - PROCEDURES ANALYST, N.J. DEPT. OF LABOR, ALBERT ASCHER - JEWISH VOC.

October 1 SUBMITTED PROPOSAL TO THE ANONYMOUS FOUNDATION FOR FUNDS TO INSTALL PILOT PROGRAM.

December 1 AT EXECUTIVE BOARD MEETING APPROVAL WAS GIVEN.

December 16 NEWS OF APPROVAL OF PLAN WAS RECEIVED FROM FUNDING SOURCE

March 1, 1970 CONTRACT SIGNED.

March 11 PROGRAM BEGAN START UP PHASE IN MOTION.

March 25 COMPLETE TASKS I & IV

March 25 PARTIALLY COMPLETE TASKS II & III

THINGS TO DO

After
March 25 COMPLETE TASKS I & IV

April 8 COMPLETE TASKS II & III

April 22 COMPLETE V & VI

 FINISH COLLECTING JOB PROFILES

 BEGIN TO OBTAIN APPLICANTS' PROFILES

July 1970 AT THE HOTEL NEW YORKER A CONVENTION OF MANAGEMENT PEOPLE WOULD LIKE A DEMONSTRATION OF OUR SYSTEM (AMERICAN MANAGEMENT ASSN.) REPRESENTING 20,000 MANAGERS NATIONWIDE.

June 1970 DR. BEN EPSTEIN WILL CONTACT HANK BOARDMAN ABOUT THE POSSIBILITY OF GIVING THE S.I.C.L. TO STUDENTS, PUTTING THEM THROUGH THE COMPUTER AND GROUPING THE SIMILAR RESULTS. THEN HAVING REPRESENTATIVES FROM INDUSTRY DISCUSS THESE JOBS WITH THESE SPECIFIC STUDENTS. IN MY OPINION THIS COULD HELP RELIEVE THE DROPOUT PROBLEM AND GIVE THE STUDENTS NEW EDUCATIONAL INCENTIVES. THIS COULD ALSO CLEARLY DEFINE THE AREA OF STUDENT INTEREST FOR CONCENTRATED EDUCATIONAL THRUST.

August 1970 IN ASBURY PARK THE NEW JERSEY ASSN. OF MANUFACTURERS REPRESENTING 14,000 NEW JERSEY MFGS. WILL HOLD THEIR ANNUAL CONVENTION. FOREMOST ON THEIR AGENDA WILL BE THE PROBLEM OF THE HIGH TURNOVER RATE OF ENTRY LEVEL JOBS. THE BICC SYSTEM HAS BEEN INVITED TO DEMONSTRATE ITS USE AT THIS AFFAIR.

 PREPARE 2 QUESTIONNAIRES

1. FOR EMPLOYERS TO RETURN RE SELECTIONS (EMPLOYEE EVALUATION)
2. FOR EMPLOYEES REGARDING THEIR IMPRESSIONS OF THE SYSTEM (JOB EVALUATION)

COSTS

\$150 per Month	Monthly Rental of the Telex ASR 33
\$12,470 per Month	Cost to Set up The System First 2 Months.
\$10 per Hour	Connect Time
\$3 per Minute	Computer Time
\$500 per Month	On Going Cost Storage 250 People Groups
\$500 per Month	On Going Cost Storage 250 Job Groups
\$1500 per Month	Match Cost 250 per Month @ \$600 Each Match
\$2630 per Month	On Going Monthly Costs
\$17,730	\$12,470 (First 2 Months)
	\$2630 (Third Month)
	\$2630 (Fourth Month)

Grant \$20,000 - Main Cost \$17,730 - Bal \$2270 For Miscellaneous Cost

TASK FORCE (TRAINING COMMITTEE)
COMPUTERIZED JOB MATCHING SYSTEM

PRESENT:

MR. RONALD BROODS	N.J. COLLEGE OF MED. & DENT.	877-4576
MRS. MARILYN CAMPBELL	BAMBERGERS	565-5325
MR. JAMES S. HENDERSON	PROJECT EQUALITY	642-6803
MR. WILLIAM WILSON	N.J. BELL TELEPHONE	649-2262
MRS. TONY O'FLAHERTY	ESSEX COUNTY WELFARE	621-6700
MR. KEN MYLES	PORT AUTHORITY	212-620-7777
MR. G. McCAMLEY	OTIS ELEVATOR	484-9600
MR. RICK DAVIS	WESTERN ELECTRIC	565-7078
MR. AL GAYMAN	BAMBERGERS	565-1234
MR. ROBERT NEFF	U.S. SAVINGS BANK	624-5800
MR. WATERS	SEARS & ROEBUCKS	242-0044
MR. COLE LEWIS	PRUDENTIAL	336-1234

TASK FORCE (EMPLOYMENT COMMITTEE)

MR. GEORGE WIBEKAN	PRUDENTIAL
MR. JOHN BURTON	URBAN LEAGUE
MR. ANDY WASHINGTON	MONMOUTH COUNTY COMMUNITY COLLEGE
MR. JOHN BRANTLEY	N.J. STATE EMP. SERVICE (TEAM)
MR. PAUL EPSTEIN	BAMBERGERS
MR. WILLIAM BRAUN	HOFFMANN LAROCHE
MR. STANLEY PORTEUR	COMMUNITY INFORM. & REF. SERVICE

EVALUATION RESULTS MADE BY ERIK BORUP FOR BICC EXECUTIVE BOARD

Adaptive systems, Inc. is offering a system that is designed to help us do a better job of matching people to jobs. This system consists of two parts:

1. Inventories

- a) A listing of activities that relate to work, school, and play, from which people can indicate those which they have done and not done, and those which they like and dislike.
- b) A listing of work activities from which a supervisor can pick the ones that are required and not required in the job opening which he wants to fill.

These inventories were developed by researching hard-core unemployed in a mid-West city and open positions in the same city.

2. Computer Program

A programmed, time-sharing computer package which matches people to jobs by picking the individuals whose "done" profiles and "preference" profiles most closely match the job requirements.

A.S.I. claims that their inventories can predict successful placements with a validity coefficient of .5, which means (I think) that the system predicts 25% better than chance. This claim is based on their research and experience. They also tell us that they have used the system in New Brunswick in cooperation with SES and have equalled the SES ratio of placements to referrals for individuals that SES classifies as 9 (unplaceable?) and who normally would otherwise not have been referred at all. This is impressive, even though the ratio is only .15.

My personal opinion is that this system has great potential and should be a very powerful tool for BICC in Newark.

Assuming that we can get the money, the biggest problem will be getting the cooperation needed from industry, so that we can get accurate job profiles and their openings. The direct involvement of the supervisor who has the opening is required. I think we can solve this problem, but it will require work and cooperation from a number of people in the various companies, and this they have already agreed to in the membership criteria.

Erik Borup
EB:ew
7/22/69

August 15, 1969

Honorable Raymond F. Male
Commissioner
Department of Labor & Industry
John Fitch Plaza
Trenton, New Jersey

Dear Commissioner Male:

The Business & Industrial Coordinating Council (BICC) is exploring a pilot program using the Cleff Job Matching Systems developed by Adaptive Systems.

It is my understanding that this system is in operation in some of your field offices. I should be happy to discuss means of cooperation between our agencies and areas of interest and responsibility so as to avoid duplication and misunderstanding.

Sincerely yours,

David B. Ruff
Executive Director

DBR/rhd

SECRET

Subject
Employment
Location
New City,
New York

A revolutionary new computer system designed to solve the problem of ghetto unemployment has been introduced by Information Science, Inc. (ISI) of New York City. The system was developed on the basis of the strong recommendations of the National Commission on Unemployment Problems, who urged the establishment of a computerized, nationwide system of hard-core unemployment; and faced with the simple fact that traditional employment have not worked for the ghetto unemployed, Information Science, Inc. has developed the following system.

The system has been extensively tested for the North Carolina Manpower Development and Training Act. North Carolina, is now scheduled for expansion to statewide operation. The system is designed to enable the ghetto community to participate in an organized and business like way, in the solution of the problem that many experts feel continues to be the greatest one facing the ghetto. It is the finding of jobs and training assignments for the hard-core unemployed.

The system works by connecting communities to a central computer on existing telephone and TWX telecommunications networks. The system can easily be tailored to a community's specific requirements which vary with the types of business and industry. For example, a community may have different job requirements and job skills than Pittsburgh.

When an unemployed person completes an application, this information is then transmitted to the computer. The computer produces a resume for the applicant and a so-called "job list" which can be scanned as each employer queries the computer. Here, for the first time, a national system has been created where hard-core unemployed can be considered for every job opening and training opportunity that occurs.

In July 1969, the National Association of Manufacturers asked Information Science, Inc. to develop a computer system to match the hard-core unemployed with either existing or potential job opportunities. A successful prototype system called the STARS system was developed and demonstrated, using data on 600 unemployed from Indianapolis. Following this successful demonstration, the development of the pilot operating system for the North Carolina Manpower Development and Training Act was initiated.

The STARS system combines all of the techniques developed in these proceedings, with the capability to locate statewide, regional and national employment opportunities. It also utilizes existing business communications network.

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DEPARTMENT OF LABOR AND INDUSTRY
DIVISION OF EMPLOYMENT SECURITY

TO : DIRECTOR, BUREAU OF EMPLOYMENT SECURITY
FROM : [REDACTED]
SUBJECT: [REDACTED]

RECEIVED
JUL 16 1969
6-1-7750

JUL 2, 1969

TO : DIRECTOR, BUREAU OF EMPLOYMENT SECURITY
FROM : [REDACTED]
SUBJECT: [REDACTED]
JUL 2, 1969

TO :

I am very much interested in the subject of your
communication to me dated June 30, 1969.

At this time my schedule shows July 16 (all day)
to the town of July 17, 1969.

Thank you very much for bringing your request to
my attention.

Sincerely yours,

Ralph W. Collier
District Supervisor

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BICC COMPUTERIZED JOB CENTER FOLLOW UP FORM

In order to help others in the matching process we would appreciate your comments.

APPLICANT'S NAME _____

ADDRESS _____

AGE _____ MALE _____ FEMALE _____ SOCIAL SEC. NO. _____

CIRCLE LAST GRADE COMPLETED 1 2 3 4 5 6 7 8 9 10 11 12 ^{JOB} TITLE _____

JOB DESCRIPTION _____

INTERVIEWER _____

NAME OF FIRM _____ PHONE NO. _____

ADDRESS _____

REFERRAL _____ HIRED? YES _____ NO _____ STILL WORKING YES _____ NO _____ IN TRAIN. YES _____ NO _____

Would you recommend the matching program for other firms? _____

What was the worse thing about the match you received? _____

Do you think the Job Matching Program should be enlarged? If yes, in what way? _____

In your opinion was the referral you received properly matched for the job? _____

Was he undermatched _____ Overmatched _____ Poorly Matched _____ Other _____

In your opinion what was the best thing about the match you received from the BICC Job Center _____

How did the match relate to the job you filled? _____

IS APPLICANT'S PUNCTUALITY-GOOD _____ FAIR _____ POOR _____ UNACCEPTABLE _____

IS APPLICANT'S ATTENDANCE-GOOD _____ FAIR _____ POOR _____ UNACCEPTABLE _____

IS APPLICANT'S PERFORMANCE-GOOD _____ FAIR _____ POOR _____ UNACCEPTABLE _____

DOES APPLICANT TAKE INSTRUCTION-RAPIDLY _____ ^{SLOWLY} BUT ACCURATELY _____ SLOWLY _____ INACCURATELY _____

APPLICANT'S JOB INTEREST IS-GOOD _____ FAIR _____ POOR _____ VERY LOW _____

DO YOU INTEND TO RETAIN THIS EMPLOYEE YES _____ NO _____ (BASED ON JOB PERFORMANCE)

REMARKS _____

BICC-COMPUTERIZED JOB-CENTER FOLLOW-UP FORM FOR EMPLOYEE

In order to help others in the matching process we would appreciate your comments.

APPLICANT'S NAME _____

ADDRESS _____

AGE _____ MALE _____ FEMALE _____ SOCIAL SEC. NO. _____

CIRCLE LAST GRADE COMPLETED 1 2 3 4 5 6 7 8 9 10 11 12 TITLE _____

JOB DESCRIPTION _____

INTERVIEWER _____

NAME OF FIRM _____ PHONE NO. _____

ADDRESS _____

REFERRAL _____ HIRED? YES _____ NO _____ STILL WORKING YES _____ NO _____ IN TRAIN. YES _____ NO _____

Would you recommend the matching program for others? _____

What do you think was the worse thing about the match you received? _____

What was the best thing about the system? _____

Do you think the Job Matching Program should be enlarged? If yes, in what way? _____

Do you think the Job Matching System should be continued? Yes _____ No _____

In your opinion were you properly matched for your job? _____

Were you undermatched _____ Overmatched _____ Poorly Matched _____ Other _____

In your opinion what was the best thing about the match you received from the BICC Job Center _____

What is the thing that you like best about your job? _____

What is the thing that you like least about your job? _____

How did the match relate to the job you filled? _____

IS YOUR PUNCTUALITY-GOOD _____ FAIR _____ POOR _____ UNACCEPTABLE _____

IS YOUR ATTENDANCE-GOOD _____ FAIR _____ POOR _____ UNACCEPTABLE _____

IS YOUR PERFORMANCE-GOOD _____ FAIR _____ POOR _____ UNACCEPTABLE _____

DO YOU TAKE INSTRUCTION-RAPIDLY _____ BUT ACCURATELY _____ SLOWLY _____ INACCURATELY _____

IS YOUR JOB INTEREST-GOOD _____ FAIR _____ POOR _____ VERY LOW _____

DO YOU INTEND TO REMAIN WITH THIS EMPLOYER YES _____ NO _____

REMARKS _____

ITEM OR PROJECT

LOCATION

- B.I.C.C./RUTGERS/I.B.M. PROGRAMMING CLASS
- SMITH HALL - ROOM 236, RUTGERS UNIVERSITY
101 WARREN STREET, NEWARK, N.J.

COMPANIES

- | | |
|----------------------|--------------------------|
| -- DR. ROBERT WISDEN | RUTGERS UNIVERSITY |
| DR. BOB GERDES | RUTGERS UNIVERSITY |
| DR. WILLIAM McHILLAN | BELL LABS. |
| MR. ROGER O'CONNOR | RUTGERS UNIV. PERS. MGR. |
| MR. DAVID DUFF | B.I.C.C. |
| DR. WILLIAM BRINKMAN | BELL LABS. |
| MR. FRED LEARA | WESTERN ELECTRIC |
| MR. REYNOLD GRAHAM | I.B.M. |
| MR. C. SPEED MEAL | PRUDENTIAL |
| MR. JOHN MGUIRE | PUBLIC SERVICE |
| MR. JOHN CLARKSON | MUTUAL BENEFIT INS. |

CONTRIBUTORS

- I.B.M.
- RUTGERS
- BELL LABS.
- B.I.C.C.
- PRUDENTIAL
- WESTERN ELECTRIC
- MUTUAL BENEFIT INS.
- PUBLIC SERVICE

THINGS DONE

1. COURSE DEVELOPED
2. 12 WEEKS TRAINING TO DATE
3. FIELD TRIPS
4. GUEST LECTURES
5. BUSINESS CRITIQUE
6. COMPUTER TIME
7. 2 TERMINALS FOR CLASSROOM USE

THINGS TO DO

1. MORE BUSINESS INPUT
2. JOB (PLACEMENT) COMMITMENTS
3. GRADUATION CEREMONY
4. EVALUATION OF PROGRAM WORTH

REMARKS

THIS IS AN EXPERIMENTAL (PILOT) PROGRAM. A GROUP OF SCIENTISTS FROM BELL LABS, ARE COOPERATING ON THIS PROGRAM (CRS, BRINKMAN AND McTILLAN). THEY WOULD LIKE TO RUN THE NEXT ONE SPONSORED BY THEIR GROUP. DR. HYDELM AND MR. GERDES HAVE BOTH DONATED 6 MONTHS OF THEIR SERVICES FREE OF CHARGE, AS A CONTRIBUTION TO THE GREATER JERARK COMMUNITY IMPROVEMENT.